Task 3: Role Assignment and Ceremonies in Scrum

# Role Assignments

Describe what are the responsibilities of each role.

## Product Owner

* Role Description: Product owner represents stakeholders, articulates the product vision of the project.
* Role Responsibilities: They decide priorities, requirements and readiness to ship the software

## Scrum Master

* Role Description: Scrum master coaches the team.
* Role Responsibilities: They promote cooperative environment, shields the team inferences and unblock impediments.

## Development Team

* Role Description: development team is a small, dedicated, cross-functional and self-managing team.
* Role Responsibilities: They negotiate commitments, with the product owner.

# Ceremonies

Describe who needs to attend, when does the event happen, is it a recurring event, how long does it take and what is the purpose.

## Sprint Planning

* Participants: Product owner, scrum master and development team.
* At what time: roughly about an hour.
* Frequency: for every week .
* How Long: typically, two weeks long.
* Purpose: The entire team agrees to complete a set of product backlog items.

## Daily stand-up

* Participants: Product owner, scrum master and development team.
* At what time: Every morning.
* Frequency: daily.
* How Long: 15 mints.
* Purpose: To discuss what did I work on yesterday, what am I working today and what issues are blocking me?

## Sprint Review

* Participants: Product owner, scrum master and development team and the customer if they wish.
* At what time: at the end of every sprint.
* Frequency: right after the sprint completed.
* How Long: roughly about an hour.
* Purpose: To share the pros and cons of the development of the sprint. Product owner or customer can give some tips to enhance the development if they wish.

## Sprint Retrospective

* Participants: scrum master and development team.
* At what time: at the end of every.
* Frequency: sprint right after the sprint done.
* How Long: roughly an hour.
* Purpose: To discuss about what went well, what have to be improved in the next sprint.